

# Crossing

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A PUBLICATION OF ROXBURY COMMUNITY COLLEGE • VOL. 1 No2 • FEBRUARY 1994

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## **Roxbury Community College...At the Crossing**

*New Information  
Campaign Launched  
during 20th Anniversary*

As we move closer to the concluding events for the Twentieth Anniversary, President Grace Carolyn Brown has been actively communicating the present status and the future direction of the college to internal and external constituencies. The common thread or umbrella theme of "at the Crossing" has been the framework for many of her communications.

On the opening day of this semester, President Brown addressed the Faculty Institute and presented remarks entitled "Roxbury Community College...at the Crossing." The complete speech is shared in this newsletter (see pages 6,7, & 8).

In addition, President Brown has appeared on WHDH-TV 7's *Urban Update* as part of a panel discussing current issues in urban education. She has also been interviewed by KISS 108 FM and that interview will air on Sunday, February 13<sup>TH</sup>, from 7:30 to 8:00 A.M on *Minority Counterpoint* with Gwen Blackburn. Over the next few months President Brown will continue to represent RCC in various media outlets and meetings across the region.

## **MESSAGE FROM**

### **VICE PRESIDENT FOR ACADEMIC AND STUDENT AFFAIRS**



Welcome back for the Spring 1994 semester which should be exciting, challenging and rewarding for us all. This new year will bring new successes but will also demand a renewed energy and spirit as we engage in teaching, learning, and carrying out the mission of the College. With the Re-accreditation Self-Study in progress, meeting the demands of an expand-

ing enrollment with more diverse needs, the rebuilding of an administrative infrastructure, and the celebration of our 20th Anniversary, this will indeed be a pivotal year in Roxbury Community College's history.

Your participation will have considerable bearing on our collective ability to strengthen the College in every area. Let us join hands and work in a unified effort to ensure a high quality of instructional support and other services to our students and to reaffirm the prominence of our institution in the communities we serve.

Dr. Bruce A. Rose,  
Vice President,  
Academic & Student Affairs

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**During Black History Month RCC  
is sponsoring a series of activi-  
ties. For detailed information  
please see the calendar**



# News and Updates

## Faculty Institute

At 9:00 a.m. on January 13, 1994, the Spring 1994 Faculty Institute was held in the Lecture Hall of the Academic Building. President Brown gave a report on the State of the College entitled "Roxbury Community College...at the Crossing." The report says: "We are at the Crossing, moving toward a dream no longer deferred, a vision of an effective urban international college, successful in its endeavor to improve the lives of our students and increasing the capacity of an institution to give and to care." Vice President Rose gave an update on academic affairs and outlined major academic objectives. Special assistant to the President Jianping Wang reported on the successful progress of the reaccreditation self-study process. Director of Admissions Michael Rice gave an update on registration and advising. Professor Angel Amy-Moreno, who is a \$30,000 fellowship recipient, reported on the conference of National Endowment for Humanities Fellowships. Dr. Amy-Moreno is completing his second doctorate. Division and department meetings were held in the afternoon followed by a Welcome-Back authentic Chinese Dinner at Jianping Wang's residence.

## Acuerdo

The first meeting of Acuerdo for the Spring Semester will be held in the Academic Affairs Conference Room (301 Administration Building) on February 15, 1994 at 2:30 PM. The focus for the meeting will be to revise the mission statement of the Acuerdo and to review

Acuerdo's structure. An informational memo regarding that meeting was sent out on December 7, 1993. For a copy of that memo, please contact Ms. Jianping Wang at 427-0060 ext. 5361. Please make an effort to attend the meeting and to bring your ideas to the discussion.

## Chancellor's Visit

On December 3, 1993, Chancellor Stanley Z. Koplik visited Roxbury Community College. President Brown, Vice President Rose, Vice President Rubin, Dean Paul Willenbrock and Special Assistant to the President Jianping Wang reported to the Chancellor on the College's accomplishments, restraints, and challenges. Chancellor Koplik expressed a great enthusiasm in helping RCC and emphasized his interest in intrusive advising and inter-institutional cooperation. Afterwards, Chancellor Koplik toured the campus. Our goal was to solicit maximum support from the Chancellor's office. In that respect, the visit was a great success.

## Re-accreditation

RCC is up for reaccreditation in April, 1995. Preparations for the self-study report are well under way. The office of self-study is now open in the basement of Media & Arts Building. The office extension is 5502. Please contact or visit the office if you have any questions or comments.

Associate director of the Commission on Institutions of Higher Education Sandra Elman visited RCC on February 3RD. She met with the RCC self-study report team 2:00 PM in the self-study office.

Associate Professor Virginia Winstanley, Chairperson of the Steering Committee for self-study report of Bristol Community College, visited RCC on February 10. She shared with us their experience of the self-study process. Her candor and enthusiasm inspired all who attended the meeting.

## Spring Registration

Spring registration came to a close 7:00 p.m., Wednesday January 26, 1994. *The total number of students registered for credit is 2,800 & 253 for non-credit. In addition, we processed 750 new applications.* Thanks to all faculty and staff who worked diligently to make registration a tremendous success.



# Announcements • Departments

## Admissions Office

The Admissions Office will host a Spring Semester Open House on Saturday, April 2, 1994 from 10:00 AM to 2 PM. The Open House held on December 7, 1993, had an attendance of 32 faculty and staff and, 103 guests.

## Business Office-Insurance

In order to waive the insurance fees, new students who are taking 9 or more credits and all returning students who took 9 or less credits last semester but are now taking 9 or more credits must fill out an insurance waiver form with the Business Office by February 25, 1994. Please bring necessary documents and visit the Business Office for further instructions or call 427-0060 extension 5321 for more information. All students who do not complete waiver forms will be billed \$300 for insurance coverage.

## English as a Second Language Program

The English as a Second Language (ESL) Program in the Evening Division has made a lot of progress in the Spring '94 semester. The program has increased its course offerings from 27 in Fall '93 to 36 in Spring '94. The total number of students enrolled in this program is 171. With a few exceptions, most of the students are taking 12 credits (full-time status) including Conversation, Reading and Writing.

The ESL Program also makes available the language Learning Laboratory to the evening students

through the use of computer software, studio cassette programs and a variety of video and audio visual materials. ESL students use the lab for both classroom learning and independent practice.

In addition, Betsy Johnson, chief examiner for GED, reports that ESL and ABE classes provided by the College/Community Collaborative Program have been in high demand this year. Run by DCE, the Collaborative program provides beginning and intermediate ESL classes as well as an ABE (basic reading and writing for high level ESL students or native speakers who are not ready for GED classes) two evenings a week on campus. 100 students are currently enrolled in the program, which provides all classes free of charge. For more information call Ms. Betsy Johnson at 427-0060 extension 5306.

## City Councillor Saunders Visits Campus

Newly-elected Boston City Councillor Gareth R. Saunders, who represents all of Roxbury, met with President Brown on February 7<sup>TH</sup> to discuss RCC's community outreach and potential collaborative efforts with the City of Boston. Councillor Saunders conveyed strong interest in supporting Roxbury's goals of social and economic empowerment for Roxbury residents.

## Facilities Office

### *Event Request Procedures Changed*

Due to the great demand for space bookings and reservations, Facilities will no longer accept tentative bookings or holds on space without a written request. All space reservations are valid only when requested by Facilities Reservation Forms. Forms for the internal and external request are located in Room 208 of the Administration Building. At least a 48 hour notice for internal event reservations and a seven day notice for external reservations are required.

All requests from student clubs and organizations should be made directly through the Student Government Association, and must be approved by the Director of Student Activities.

All inquiries and questions should be directed to Ms. Pat Washington at extension 5451.

## Haiti Delegation

On Friday, January 20, 1994, WCVB-TV "Chronicle" program featured a 30-minute documentary on the December Delegation to Haiti. Several RCC students and faculty members organized and participated in official delegations to Haiti last year. Among them were Prof. Tom Reeves, Magueye Seck, Grace Belmont, Jean Carmel St. Juste, Juan Alberto Felipe, Raquel Duverge, and Milagros Padilla.



## Financial Aid

*Fall '94 and Spring '95:  
"Renewal Applications"  
—Federal Financial Aid*

Students who are receiving Federal Financial Aid during the Fall '93 Semester or the Spring '94 Semester should have received a "Renewal Application" in the mail from the Federal Department of Education. The Renewal Application is intended to ease the application procedure for Financial Aid for Fall '94 and Spring '95. Information such as name, address, and other data are pre-printed on the form. The student needs only to make corrections as necessary, to update certain information such as annual family income, and then send the application back to the specified address. (Do not send the Renewal Application to the RCC Financial Aid Office!)

Students who have not received a renewal application should apply for Financial Aid using the 1994-1995 FAFSA.

## THE 1994-1995 FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

The 1994-1995 application form is now available in the RCC Financial Aid Office. New students, and returning students who did not receive a "Renewal Application," should fill out the 1994-1995 FAFSA as early as possible for priority consideration for all types of Federal and State Financial Aid.

## Students Transferring to other Colleges

If you are planning to attend another college in Fall '94, be aware that many colleges have a strict March 15 deadline for Financial Aid applications. Contact the school that you plan to attend for specific information.

Anyone with questions about the application procedure for Financial Aid should contact the Financial Aid Office, Room 201, Administration Building, or call (617) 541-5322.

## Human Resources Dental Coverage Changes Info

An informational meeting will be held to advise RCC employees of changes in their dental coverage on February 9, 1994 at 11:30 a.m. in Room 121 of the Academic Building. Representatives from Blue Cross Blue Shield of Massachusetts Dental Blue PPO will be available to explain the new plan and its procedures and policies. Please contact Ms. Kim Houghton at 427-0060 ext. 5456 for more information.

## Handicapped & Veteran Employees

The Human Resources Office has new information which may be of assistance to handicapped and U. S. Veteran employees. All inquiries should be directed to Human Resources at 427-0060 ext. 5330.

## Learning Resources & Academic Support Services

### Open House

Learning Resources and Academic Support services will sponsor an Open House on Monday, February 14<sup>TH</sup> from 8:30 AM to 9 PM in Rooms 211 and 207 in the Academic Building. For more information please contact Mr. Tim DiPace at 427-0060 ext. 5109.

## RCC Bookstore Opens

*Private Opening Reception To Be Held on February 23rd*

For the first time in its history, RCC has a permanent bookstore and campus shop. The bookstore's primary function is to fulfill the textbook needs of the campus community. However, the bookstore will also serve as a resource for Black History, Caribbean, and Third World literature. The RCC Bookstore is managed by 660 Corporation and also stocks magazines, newspapers, candy, gum, clothing, and various school supplies. To celebrate the opening, a private reception will be held on February 23 for faculty, staff, and students and will be hosted by 660, the Office of the President and the Board of Trustees.



## President Serves on Evaluation Team

President **Grace Carolyn Brown** has been invited by the Commission on Institutions of Higher Education of the New England Association of Schools and Colleges to serve on the evaluation team for the Community College of Rhode Island. President Brown is the first RCC president to be invited to serve on an evaluation team since 1980.

## RCC • BBS Alumni News

**Monique Osgood**, 1991 Accounting graduate, is working at Blue Cross Blue Shield as a Payroll Administrator.

**Julie Lonergan**, 1992 Executive Secretarial graduate, is now the Administrative Assistant to President Michael Hooker of the University of Massachusetts. Julie wrote us, "The Boston Business Campus of Roxbury Community College gave me the tools I needed to excel and achieve my goals. I thank you all for contributing your knowledge and time in making me who I am today."

**Adrianna Rodriquez**, 1993 Word Processing graduate and Administrative Assistant at the Supreme Judicial Court recently wrote, "The Boston Business School Campus of Roxbury Community College has taught me practical skills which I can use throughout my career. Thank you for encouraging me even though English was my second language."

**Susan Casey**, 1985 Executive Secretarial graduate, is now an Executive Compensation Administrator at the Gillette Corporation. She wrote, "I am continually grateful to the Boston Business School Campus for my education's start."

## Faculty News

**Professor Richard Eells** had a successful medical surgery during the semester break. We wish him the very best. Welcome back. Faculty member **Sterling Giles** has assumed responsibility as book review editor for the Massachusetts Association for Teachers to Speakers of Other Languages (MATSOL) Newsletter. Congratulations and good luck.

Condolences to Professor **Nancy Teel** whose father passed away on January 21.

A belated Happy Birthday to **Assistant Vice President for Fiscal Affairs Todd Bausley** (January 29<sup>TH</sup>)!

The Business Office welcomes **James Box**, payroll coordinator, who officially came on board January 18, 1994.

**Facilities Director Henry Key** wishes to thank all of his staff for their outstanding performance which produced a very safe environment for all college students and employees during the recent snowstorms. Good Job!

A welcome back to **Director of Student Activities Faye Sampson-Russell** who went on a medical leave in December.

**Dean Paul Willenbrock** expresses his sincere gratitude to everyone who wished him a speedy recovery from his unfortunate ankle injury in December.

## Crossing

Needs Your Support

This newsletter is a monthly publication for internal communication purposes. It is distributed on the first Friday of each month. Deadline for submitting information for Crossing is the third Friday of every month. A response form has been enclosed for your convenience. Your participation will assist in making *Crossing* a valuable tool for the entire community. Please contact Ms. Jianping Wang at 427-0060 ext. 5361 for more information.



Good Morning!

Buenos Dias, Ohio, Bon Jour, Jambo (Swahili, meaning Hello)

This weekend, as I prepared remarks for today's opening session of the Spring Semester, I was struck by how little control we really have over our lives. Riots, floods, snow, ice, hurricanes and earthquakes in the last two years have been frightening. If I am feeling this way, I can just imagine the College Presidents in Los Angeles, California and how they might feel at this time: Total desolation? Hope? Tragedy? And yet, as I pondered further, I was nearly challenged to express a triumphant level of optimism. Triumphant because, I can depend on the fact that each of us, in our personal or professional lives, have experienced tragedy, near desolation, even tragic loss, and it has not overcome us. We have become stronger; perhaps because we were challenged. Let us send the same hope to our brothers and sisters in Los Angeles.

**Roxbury Community College  
...at the Crossing**

For Roxbury Community College these have not been ordinary times ... not unlike the opening statement of the The Tale of Two Cities ... these have been "the best of times and the worst of times."

In facing problems, challenges or tough decisions, I very often prefer to take the long view, the *San Kofa*; to review the issues in an historical context and a psycho-socialized context and to look for solutions that best capture the goals of the future. Taking a problem and turning it into energy to use on needed issues is preferable. As I review the issues we face as a College, as a Commonwealth - several contexts/themes come readily to mind.

As we reflect on the life of Dr. Martin Luther King, Jr., and celebrate his victories, our victories, as a nation - I am preoccupied with the proverb, "Where there is no vision, the people perish." Our vision clearly is our mission. Our vision of a premier, first-class institution provides us energy and motivation in the face of challenges.

Midway through the 20th Anniversary of Roxbury Community College, I think - still - of the words of a distant relative - what he might have been thinking of when he wrote:

**"What happens to a Dream deferred?"**

Does it dry up  
like a raisin in the sun,  
Or fester like a sore  
and then run?  
Does it stink like rotten meat  
or  
Crust and sugar over  
like a syrupy sweet?  
Maybe it just sags  
like a heavy load  
or does it explode?

A third theme that seems best to me because it fits where we are now - at this time - as we focus not only on the history and dreams of Roxbury, but also on the future, is that we are ... **at the Crossing.**

In fact, I've titled my remarks today *Roxbury Community College...at the Crossing*. We are **at the Crossing** in fact as a port city, a door to America from the not-so-distant global arena. Think with me for a moment of the countries of the world into which we are drawn - by representation, by conviction, by birth or by class or color, or by our students:

- a new Ukraine - the third-largest nuclear power
- a murky Russia-a new Bear, awake from its history
- Sarajevo and Bosnia - thousands fleeing to freedom
- Israel and Palestine - truly, **at the crossing**
- Korea-North and South - a stand-off, still
- the new China, and in 1997, the new Hong Kong
- North African Refugees
- The French, perhaps nervously, look over the Mediterranean at Algeria and Islamic Fundamentalists



Haiti:

- No one of us knows better than our own Tom Reeves that Haiti is **at the Crossing** - as is
- South Africa-Dr. Aggrey M'Bere is on his way to assist in the building of a community college system as South Africa shakes loose from the malignancy of apartheid.

We could go on describing peoples of the world ... **at the Crossing**. The Crossing between war and peace or frustration, between slavery and freedom; between confusion and order; between life and death.

Cities and towns in Boston/New England are...**at the Crossing**.

- Nancy Kerrigan - in need of healing, physical and emotional
- Tonya Harding at a moral Crossing perhaps convincing us of our own premises of justice
- Governor Weld's state of the State speech focusing on welfare reform, crime and convicted felons, as well as a kind of tax reform.

The potential effect of these conditions and attitudes are squarely on fear. The fear of the poor, fear of some people of color, refugees, immigrants, single mothers, the unskilled, the uneducated - those with fewer options than you or I have ... in short, our people, our students, ... our *raison d'être*.

What others see as problems to be eradicated, we see as students with all of the potential of the universe. What others see as insoluble issues, we must see as opportunities, here, ... **at the Crossing**.

The last time I stood before you at the beginning of the Fall Semester, I made direct and indirect promises. When I reviewed the progress we - you and I - have been able to make in the last year, I am energized and excited about the future.

First and foremost we have - you have - kept the spirit of the mission of Roxbury Community College. We have begun to increase educational services to the corporate world. The culture and experience and feeling of the College is more optimistic, warmer - not yet the embrace - but I see and feel clear signs of hope.

We're focusing the vision more clearly, defining the objectives of the College, of each department, refining the skills and the needs of each division more precisely than before.

We're making progress in our legal issues - the DOE finally released us from further payment in addition to the \$2.5 million found to be owed and paid in 1988. Major suits are being settled, in the process of being paid or being dismissed.

In addition to trying to resolve all the old problems, we have simultaneously designed and built a team. A year ago, nearly 75% of all administration positions were acting, vacant or the incumbents were in terminal contracts. We now are close to 90% effectiveness in re-building the infrastructure and academic divisions.

**Accomplishments in 1992-1993**

We have begun major community and internal impacts in each of the following areas with the:

- Positive change in the culture of the College,
- Leadership being driven by attention to
  - policies and procedures development,
  - trustee enhancement and support,
  - planning as a strong tool for positive change,
  - growth in number and quality,
  - improved communications,
  - improved planning,
  - the Computer Master Plan, and
  - the Facilities Master Plan.
- Development of the Acuerdo policy document,
- College Newsletter as a Communication tool,
- Successful Ground-Breaking Ceremony for the new Track Facility,
- Forthcoming permanent Bookstore for RCC,



- Good audits in SFA and Business Office in comparison to past years,
- Institutional Planning Calendar being developed,
- Addition of approximately 3,000 titles in the Roxbury Community College Library (from ALRI),
- Master Plan/Structure in place for successful re-accreditation by NEASC,
- Role of the Roxbury Community College Foundation and its programs being more clearly defined,
- New catalogue finally printed in February 1993 and a revised printing in January 1994,
- Master Course schedule published and widely disseminated,
- Development of a new Alumni Office with RCCF assistance,
- Forthcoming new Student Handbook, and
- Implementation of a new Public Affairs strategy.

Our future is potentially quite bright. In addition to continuing the progress we have made, our emphasis in the future will need to include:

- Implementation of Total Quality Management principles
- Institutional research and planning as a basis for decision making
- Full implementation of the Academic Strategy
- Resource Development with increased funding driving our decisions to the benefit of the Academic Division.
- The new Computer is this close, not here, but we keep hope alive.

We are, this year, looking to make progress on the following objectives:

- New program development by qualified experienced administrative and faculty teams that will positively impact the economic status of the citizens we serve;
- Focus on all facets of assessment and developmental education, teaching and learning strategies which improve student access and success in reading, writing, math, science and in career skills, as well as transfer to baccalaureate programs;
- Develop more "intrusive" counseling and guidance for our students;
- Build additional parking spaces in line with increased enrollment and the new Track Facility;
- Seek financial support for full and professional operation of the Track Facility;
- Develop more fully the plan to teach the high technologies and advanced telecommunications with additional equipment and faculty;
- Include a library of software, PC's and staff training in the new computer systems, administrative, academic and technology plans;
- Acquire new equipment to bring the student's experience to state-of-the-art in academic divisions and telecommunications;
- Develop the public and community relations areas; and,
- Expand print and non-print resources, television and tele-conference ability.

As we shape and support this very talented and dedicated faculty and staff, the people and resources of Roxbury Community College, it becomes clear that we are, right now, in the most exciting period of our history. We are ... **at the Crossing**; moving toward a dream-no longer deferred- a vision of an effective urban international college, successful in its endeavor to improve the lives of our students and increasing the capacity of an institution to give and to care.

In the first twenty years, we moved a lot and finally built a facility. Over the next twenty years we will build a cathedral, a temple. We've had a turbulent history and now deserve total quality - success.

We've had too many leaders and not enough committed leadership. I am committed to provide leadership to the best of my ability, with God's help.

Indeed, we are **at the Crossing**, and like the old woman who had walked through hate, felt the worst discrimination, hunger and unbelievable grief and was about to move into her own home, said to those who doubted her strength to persevere, "I've come too far to turn back now."

And, we have come too far to turn back now. Our spirit as a people was nearly broken, our children abused, shot at by drive-by cowards and we've been promised a lot more than has been delivered. Greater Roxbury is being rebuilt in service of the Dream. And centered **at the Crossing**, Roxbury Community College will be the realization of the Dream.

**At the Crossing?** Indeed! And it is good!



# Roxbury Community College

## Calendar of Events

### February 1994

February 2	<i>Ground Hog Day</i> Men's Basketball • Norwalk Tech. CC • 7:30PM • Away
February 3	Student Gov. Assn. Mtg. • 201 Stu. Ctr. • 11:30AM  Steering Committee • Media Arts Bldg. • 2:00PM
February 4	Men's Basketball • Mass Bay CC • 8:45PM • Home
February 7	Men's Basketball • North Shore CC • 8:45PM • Home  RCC Vision Screening Program • Columbus Ave. location • 9:00am-noon • Rm 202 Stu. Ctr. Sponsor: New England College of Optometry
February 8	Fitchburg College Recruitment • 11:30AM • Stu. Ctr.
February 10	<i>Chinese/Japanese New Year</i> Men's Basketball • Johnson & Wales University • 8:45PM •Home
February 11	Dimock Community Play • Media Arts Bldg. • 6:00PM
February 12	<i>Lincoln's Birthday</i> Dimock Community Play • Media Arts Bldg. • 6:00PM Men's Basketball • Gateway CC • 3:00PM •Home
February 14	<i>Valentine's Day</i> RCC AIDS Awareness Day • Columbus Ave. 9:30AM-3:30PM •Stu. Ctr. • 1st Floor • BBS 10:00AM-11:30AM • Cafeteria Sponsor: Boston ABCD/Health Services  Eye Health Screening • BBS 10:00AM-11:00AM • Cafeteria Sponsor: Medical Eye Care Associates, P.C.  Blood Pressure & Blood Sugar Screening • BBS 10:30AM- 11:30AM • Cafeteria Sponsor: Staff Builders of Boston
February 15	Men's Basketball • Bunker Hill CC • 7:00PM • Home



February 15	<p>Acuerdo Meeting • 2:30PM</p> <p>"Words of Resistance" • Media Arts Bldg. • 11:00AM</p>
February 16	<p>Board of Trustees Meeting • 6:45PM</p> <p>Men's Basketball • Mt. Wachusett CC • 8:45PM • Home</p>
February 17	<p>"Words of Resistance" • Media Arts Bldg. • 11:00AM</p> <p>SGA Meeting • Room 201 Stu. Ctr. • 11:30AM</p> <p>Men's Basketball • Northern Essex CC • 7:00PM • Home</p>
February 18	<p>"Careers in Fundraising", a panel discussion with members of the organization, Women in Development • Sponsored by the Office of Student Activities • Student Center • Room 300</p> <p>"Jazz Brunch" • Media Arts Auditorium and Galleria • 11:00AM</p>
February 19	<p>"Building Bridges" • Media Arts • 8:30AM-3:00PM</p> <p>Deadline to File Graduation Intent Form</p> <p>Men's Basketball • Mattatuck CC • 2:00PM • Away</p>
February 21	<p><i>President's Day/No classes</i></p> <p>Men's Basketball • Hesser College • 8:00PM • Away</p>
February 22	<p><i>George Washington's Birthday</i></p> <p>"Words of Revolt" • Media Arts Bldg. • 11:00AM</p> <p>"Children's Films" • 2:00PM • Media Arts Auditorium</p>
February 23	<p>"Children's Films" • 2:00PM • Media Arts Auditorium</p>
February 24	<p>"Words of Revolt" • Media Arts Bldg. • 11:00AM</p> <p>CAPS Open House • 11:30AM-1:00PM</p>



# ROXBURY

## COMMUNITY COLLEGE

### Newsletter Response Form

Name: \_\_\_\_\_

Department:: \_\_\_\_\_ Extension: \_\_\_\_\_

Please tell us about upcoming events. You may attach a flyer/brochure or use the space below. Be sure to include date, time, place, title of event, contact, deadlines, and ticket or admission information, etc. You may submit information for the entire semester and it will appear in the most appropriate monthly newsletter.

Please tell us your professional news—conferences attended, promotions, new programs, published works, recent nominations or election to office of an organization, and awards etc.

Please share with us personal announcements—births, marriage, birthdays, or any other news you would like to share the community.



Please send in all announcements, deadline information, or business that you would like circulated to the college community.

Comments or suggestions?

Please fold and staple (using address below) or submit to Jianping Wang, Special Assistant to the President, Office of the President, Administration Building.

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JIANPING WANG  
Special Assistant to the President  
**Office of the President**  
Administration Building  
Roxbury Community College